



# EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL

555 Union Boulevard | Allentown, PA 18109  
610-841-7044 | fax 610-841-7187 | www.ee-schols.org

## BOARD OF TRUSTEES MEETING

**PUBLIC MEETING**

**MEETING MINUTES**

**JANUARY 21, 2015**

A public meeting of the Executive Education Academy Charter School Board of Trustees was held at 6:00PM on December 17, 2015 at the Executive Education Academy Charter School located at 555 Union Boulevard, Allentown, Lehigh County, Pennsylvania.

**Trustees Attending:**

Barry Dobil  
Elissa Graner  
Kristen Kirschner  
Tye Reed  
Jim Rivera

**Invited Attendees:**

Robert Lysek, CEO  
William H. Platt II, General Counsel  
Peter Costa, Business Manager - not in attendance

**ITEM ONE - CALL TO ORDER**

Board President Barry Dobil called the meeting to order at 6:42PM. EEACS Board Meetings dates were posted for public announcement in the Sunday September 13, 2015 addition of The Morning Call in accordance with the Pennsylvania's Sunshine Act.

**ITEM TWO - APPROVAL OF DECEMBER 17, 2015 MEETING MINUTES**

The Board was provided with draft minutes from the December 17, 2015 regular meeting on Monday, January 18, 2016. Mr. Dobil moved to approve the Minutes. Ms. Kirschner approved the minutes as written. Mr. Reed seconded the motion and it passed unanimously.

**ITEM THREE - APPROVAL OF JANUARY 21, 2016 AGENDA ITEMS**

The Board was provided with a copy of the Agenda on Monday, January 18, 2016. Mr. Dobil moved to approve the Agenda. Mr. Rivera approved the motion. Ms. Graner seconded the motion and it passed unanimously.

**ITEM FOUR - APPROVAL OF PRESENTATIONS/DISCUSSIONS**

- a. **CEO's Report** - Robert Lysek presented the CEO's report to the Board.
- o Human Resources/Staff Items: Jill Clagett resigned and exit interview conducted - replaced by Jayme Ingram.
  - o Food: No issues at this time, Met with CEO and Dorian Smith again last week and he's really excited about EEACS.
  - o Transportation: Transportation: Still waiting on BASD to move connection to school, Minor behavior issues, and communication between EEACS and transportation departments is strong.
  - o Building: We are not current with rent, Jennifer Mann update, Once state crisis ends a discussion around next year build out must happen.



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- Operations: State crisis update, Line of Credit is exhausted, but 75k which I authorized closing out, Golf outing is scheduled for April 30th, 2nd Project Keep Warm this past Monday, Last CEO meeting update, Next is Jan 25th @ EEACS, 16/17 Enrollment discussions and events are in motion.
  - Student/Staff Attendance: Students- 780/ 95% - 96% staff attendance
  - Tours/JL Mann update: Chief of Police wants to schedule for January, Joe Napolitano from Pool Trust visit January 5th was very positive, Still waiting on school zone designation to be done
  - Education Quality – formal unannounced/announced observations are in motion, STAR benchmark happened.
  - Related Services – 111/780 - 100% compliant
  - Miscellaneous: Keystone Alliance board meeting/PD and School Board Governance is in Hershey March 3<sup>rd</sup> and 4<sup>th</sup>. Open invitation was extended to all EEACS Board Members. The next Charter School State Board Meeting is at ILEAD Charter School in Reading, PA on January 29th.
- b. **Financial Report** –Peter Costa, Business Manager from Santilli & Thomson present the financial report to the Board on Friday, January 15, 2016 and they were submitted to record with no contentions. This report will be put on file for audit.
- c. **Parent Representative** –Allison Davis was in attendance, but had to leave. The Parent Representative Report was given by Mr. Steve Flavell. The Parent/Teacher Organization has been established. President is Sonia Davis, Vice President is Tomasa Middleton, Secretary is Stephanie Rivera, and Treasurer is Vera Shade. Miss Schneck oversees all activities of the PTO. As a possible event to bring the school and families closer together, the PTO is looking to set up a movie night on February 25, 2016. On the behalf of the Board, Mr. Dobil thanked Alison Davis for her report.

### ITEM FIVE – NEW BUSINESS

Approval of newly hired Gym Teacher, Jayme Ingram to replace Jill Clagett who resigned due to personal reasons. Mr. Dobil to approve the hiring of Jayme Ingram contingent upon the verification of state certifications. Ms. Graner approved the motion. Ms. Kerschner seconded the motion and it passed unanimously.

### ITEMS SEVEN - ADJOURNMENT

Mr. Dobil thanked all the participants in tonight's Board Meeting and announced the next Board Meeting would be held on Thursday, February 18, 2016 at 6:00PM in the cafeteria of EEACS. At 6:53PM, Mr. Rivera moved to adjourn the meeting. Mr. Reed seconded the motion and it passed unanimously.